



156 East First Street  
New Richmond, WI 54017  
Ph 715-246-4268 Fax 715-246-7129  
[www.newrichmondwi.gov](http://www.newrichmondwi.gov)

**January 15, 2015**

**TO ALL PARK BOARD MEMBERS:**

<b>Jim Zajkowski</b>	<b>Brian Schroeder</b>
<b>Joe Ard</b>	<b>Frank Norton</b>
<b>Craig Kittel</b>	<b>Jon Hailey</b>
<b>Tania Strawn</b>	

**STUDENT REPRESENTATIVE:**

**James Elkin**

This is to notify you of a Park Board Meeting on Monday, January 19, 2015, at 6:30 p.m. in Lower Conf Rm #1 at the New Richmond Civic Center, 156 East First Street, New Richmond, Wisconsin.

*If you are unable to attend the meeting, please notify Marie Bannink at 246-4268 at your earliest convenience.*

**AGENDA:**

- 1. Roll call**
- 2. Adoption of agenda**
- 3. Approval of minutes of the previous Park Board meeting, December 3, 2014**
- 4. Public business items**
- 5. Unfinished business**  
(Consideration and action on matters tabled, postponed or referred to a committee at a previous meeting)
  - a) Skate Park Project Update**
  - b) Moving Wall, September 10-14, 2015**
  - c) Citizens Field Restrooms/Score Board**

6. New business  
(Action on newly introduced motions, ordinances, resolutions or other matters)
  - a) Messes and Masterpieces Proposal for Summer Parks Programming 2015
  - b) Thank you letters for Citizens Field Scoreboard Donations
  - c) Citizens Field Lights
  - d) VFW Car Show at Mary Park
  - e) Resolution of Support for Loop Trail Access to HWY 35 Bridge
  - f) Bike and Pedestrian Comprehensive Plan
7. Park Land Trust Report
  - a. Park Land Trust Fund - \$69,004.09
8. Announcements
9. Adjournment

**James Zajkowski**  
**President**

**cc: The News**  
**Northwest Community Communications**  
**City website**

A majority of the members of the New Richmond City Council may be present at the above meeting. Pursuant to State ex rel. Badke v. Greendale Village Board., 173 Wis. 2d 553, 494 N.W. 2<sup>nd</sup> 408(1993) such attendance may be considered a meeting of the City Council and must be noticed as such, although the Council will not take action at this meeting.

If you need a sign language interpreter or other special accommodations, please contact the City Clerk at 246-4268 or Telecommunications Device for the Deaf (TDD) at 243-0453 at least 48 hours prior to the meeting so arrangements can be made.

**PARK BOARD MEETING  
WEDNESDAY, DECEMBER 3, 2014**

President Jim Zajkowski called the Park Board meeting to order at 5:10 p.m. on Wednesday, December 3, 2014.

**Members Present:** Jim Zajkowski, Jon Hailey, Brian Schroeder, Craig Kittel, Tania Strawn, Frank Norton, and Student Representative James Elkin

**Members Absent:** Joe Ard

**Others Present:** Mark Smith, Darian Blattner, Brian Lease, Shelly Johnson, Brad Altena, Jeff Towberman, Brad Hildebrandt, Tom Dietert, Mandi Erickson, Mary Hailey, Michael Foley, Bill Driscoll, Lynnete McCarty, Trish Norman, Judy Bakke, Irv Sather, Jeremiah Wendt, Dave Mehls, and Marie Bannink

Jim Zajkowski introduced Tania Strawn, the new Park Board Member.

Jon Hailey moved to adopt the agenda, seconded by Craig Kittel, motion carried.

Jon Hailey moved to approve the minutes of the October 29, 2014 meeting, seconded by Brian Schroeder, motion carried.

**Public Business Items**

None

**Unfinished Business**

**Skate Park:**

There is a Skate Park/BMX Park Committee meeting at 7:00 tonight.

**Moving Wall, September 10 – 14, 2015:**

Nothing to update.

**Citizens Field Restrooms/Score Board:**

Jeremiah updated the group on the restroom project. Public Works is in the process of dividing up the work that can be done in-house. The inside demo work should be done by the end of the month.

**New Business**

**Freedom Park Update/Presentation:**

See attached handout.

Comments and questions after the presentation:

- Will there be storage
- With this rate it will take 53 years to finish
- Bring the National Guard back
- Basketball courts
- Ice arena
- Have something for winter sports
- The plans need to be revisited - updated
- Where do we get the money
- Borrow the money, bond, or referendum
- Talk to the Townships, Village, and County for financial assistance

- Talk to the School District for financial assistance
- This could be sustained by the sports groups once it has been completed
- The sports group asked for leadership to talk to other groups
- What is the cost to maintain this when completed
- Get the Chamber of Commerce and businesses on board

The next step is to look at the future needs of the sports groups. Jeremiah will contact each group, collect the future needs of the groups, and put costs together. Craig Kittel thanked the groups for attending and sharing their thoughts. Another meeting will be planned for January.

#### **Park and Trail Brochure:**

Jeremiah Wendt updated the group on the changes that were made. Motion was made by Craig Kittel to send the brochure to print, seconded by Jon Hailey, motion carried.

#### **Campground Update:**

A review was given on the campground for 2014. Comments from campers this year are as follows:

- Positive comments on the reservation system
- They did not like the split sites
- Have a camp host

Craig Kittel moved to have the rates at \$22.00 for all sites for 2015, and research for 2016, to restore the half sites into full sites, and have a camp host offering a good discount, seconded by Jon Hailey, motion carried.

#### **Corn Fest Location:**

Darian Blattner gave background information on the Corn Fest; they have outgrown the area and would like to move to Cyclone Park where Fun Fest is held. This would be in coordination with a bike ride and proceeds would go to support the trails. This would take place August 22<sup>nd</sup>. Motion was made by Jim Zajkowski to allow Corn Fest to be at Cyclone Park provide they take responsibility for any restoration of the grounds, seconded by Jon Hailey, motion carried.

#### **Hockey Association Update:**

Mary Hailey stated she and Randy Calleja met with Mike Darrow regarding the hockey rink. The compressors went down last spring and they were able to get them up and running for the season. The floor and the compressors need to be replaced at a cost of \$700,000.00. They would also like a bubble over the back ice, with a total cost of \$1.3-\$1.5 million. They will be talking to the school, townships and doing grant writing to help raise the funds.

#### **Park Land Trust Report**

##### **Park Land Trust Fund:**

The fund balance is \$41,642.38.

#### **Announcements:**

None

Jon Hailey moved to adjourn the meeting, seconded by Craig Kittel, motion carried.

The meeting of the Park Board was adjourned at 8:20 p.m.

Minutes Submitted by

Marie Bannink

City Secretary





**TO:** Park Board Members

**FROM:** Jeremiah Wendt, Director of Public Works

**DATE:** January 15, 2015

**RE:** Skate Park Project Update

The Skate Park Subcommittee had its second meeting on January 14<sup>th</sup>. The subcommittee reviewed potential sites for a skate park, and is recommending that the City pursue a skate park to be located in Hatfield Park, south of the existing parking lot. In addition, the subcommittee is requesting that the Park Board authorize the use of \$2,500 from impact fees to pay for American Ramp Company (ARC) to provide design services for the proposed skate park. The contract with ARC would include meetings with the subcommittee and the public, the development and revision of a skate park design with cost estimates, and the provision of promotional materials to assist the City in fundraising for the skate park.

Staff is recommending that the Park Board approve the site at Hatfield Park, as well as the allocation of funds for ARC's design services.



12-2-14

Messes & Masterpieces, Inc.  
P.O. Box 231  
New Richmond, WI 54017

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**To: Jeremiah Wendt**  
**Re: Proposal for Summer Parks Programming 2015**

Messes & Masterpieces is seeking approval from the Parks Board to move ahead with our FREE "Art in the Parks" programming for 2015.

We would like to create a schedule to visit different parks in New Richmond during 10 weeks in summer, visiting each park multiple times throughout summer. We (Tim and I) will spend 2 hours at each park.

During our visits we would have available a variety of art materials for creating a project (either a project we choose or supplies for invention making). We also would like to create Random Acts of Art where children would help us create art that stays in the park for a few weeks. We've had a lot of fun with that in New Richmond with ideas like: wind chimes in a tree, fairy houses, and colorful fabric wrapped on tree trunks, etc. We would return to collect the items after a few weeks.

We have a truck and a 12' enclosed trailer we would bring to the sites. We would provide all the materials and tools for the projects, and provide our own tables and chairs. We would clean up and dispose of any waste.

While we can provide the art activity without the use of shelter, using one would be ideal if available.

We thank you for your consideration.

Christine Melby,  
Founder/Director  
Messes & Masterpieces  
651-308-2938  
Christine@messesandmasterpieces.com  
www.messesandmasterpieces.com



**TO:** Park Board Members

**FROM:** Jeremiah Wendt, Director of Public Works

**DATE:** January 15, 2015

**RE:** Thank you letters for Citizens Field Scoreboard Donations

Thanks to the generosity of several sponsors, the cost of the scoreboard replacement project at Citizens Field has been covered. The following local businesses have contributed, and the Park Board will be signing letters thanking these donors for their generosity.

- First National Bank donated \$10,000
- Westfields Hospital donated \$10,000
- Johnson Motors donated \$2,500
- Family Fresh donated \$2,500
- JA Counter donated \$2,500



**TO:** Park Board Members

**FROM:** Jeremiah Wendt, Director of Public Works

**DATE:** January 15, 2015

**RE:** Citizens Field Lights

Jim Zajkowski has brought up the idea of upgrading lighting at Citizens Field to LED or another technology that would provide better light for the playing field. Initial investigation by the Electric Department shows that replacing the current fixtures with LED could cost approximately \$1,800 per fixture. With a total of 36 fixtures, the total replacement cost could approach \$65,000.

There may be more economical alternatives available, but if the Park Board wishes to pursue a lighting upgrade at Citizen's Field, staff recommends a first step of bringing in a consultant to perform a photometric study to determine what the existing lighting conditions are, and to make recommendations on how to improve the lighting.





**TO:** Park Board Members

**FROM:** Jeremiah Wendt, Director of Public Works

**DATE:** January 15, 2015

**RE:** VFW Car Show at Mary Park

The local VFW has requested the use of Mary Park for a car show on September 19<sup>th</sup>, 2015. Furthermore, as the VFW's intent is to make this an annual event, they would like to request approval from the Park Board and the City Council to have it recognized as such. With the Board's recommendation and the Council's approval, Mary Park would be reserved for the annual car show on the second or third Saturday of September each year.



**TO:** Park Board Members

**FROM:** Jeremiah Wendt, Director of Public Works

**DATE:** January 15, 2015

**RE:** Resolution of Support for Loop Trail Access to HWY 35 Bridge

The St. Croix Bike and Pedestrian Trail Coalition has asked for the City's support in recommending access from the proposed bike and pedestrian "Loop Trail" that is being constructed as part of the St. Croix Crossing project to the HWY 35 bridge that it will cross under. Providing access at this point would eliminate the need for bicyclists and pedestrians to travel an extra 1.5 miles to access HWY 35 to head south toward Hudson. A copy of the resolution, which will be presented to the City Council in February, is attached.

RESOLUTION 2015-NUMBER – City of New Richmond Wisconsin  
SUPPORTING A LINK FROM THE ST. CROIX RIVER CROSSING LOOP TRAIL  
ON TO THE HWY 35 BRIDGE OVER THE NEW HWY 64

WHEREAS, the Wisconsin Department of Transportation is planning to build a bike and pedestrian trail in Wisconsin, currently referred to as the Loop Trail, as part of the St. Croix River Crossing Project; and

WHEREAS, the Loop Trail connects Minnesota and Wisconsin across both the Stillwater Lift Bridge and the new St. Croix River Crossing Bridge; and

WHEREAS, the Loop Trail, as currently configured, has no provision for an exit at the southern end of the Loop Trail in Wisconsin as it crosses the new St. Croix River Bridge between Minnesota and Wisconsin; and

WHEREAS, there has been a decades old desire to connect the Stillwater Lift Bridge and the Interstate 94 Bridge via a safe and accessible trail between the two bridges; and

WHEREAS, the Interstate 94 Bridge currently has a trail accommodation between Minnesota and Wisconsin; and

WHEREAS, a connection to the Hwy 35 bridge on the southern end of the Loop Trail would create a number of trail connection possibilities as follows:

1. A short trail south on Hwy 35 to St. Croix County Road V which would allow an efficient connection to Willow River State Park; and
2. A connection to the Village of North Hudson, its existing and proposed trails and parks, businesses and attractions, and access to the St. Croix River; and
3. A connection to the City of Hudson, its existing and proposed trails and parks, historic downtown, businesses and attractions, and access to the St. Croix River; and
4. A connection between the cities of Hudson and Stillwater and their respective historic downtowns; and
5. A connection to the Interstate 94 Bridge that crosses into Minnesota; and

WHEREAS, without Loop Trail access on to the Hwy 35 bridge, an alternate route to the attractions referenced above would be a trail between Houlton and the Hwy 35 bridge - a much longer, duplicative and likely more costly connection also requiring an accommodation on the Hwy 35 bridge;

NOW THEREFORE, BE IT RESOLVED that the City of New Richmond officially supports action by the Wisconsin Department of Transportation as the Loop Trail is designed in 2015 to create a trail accommodation from the Loop Trail on to the Hwy 35 Bridge that crosses over the newly constructed Hwy 64, a part of the St. Croix River Crossing Project.

I hereby certify that the foregoing resolution was duly adopted by City of New Richmond at a legal meeting held on the \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Fred Horne, Mayor

Attest: \_\_\_\_\_  
Tanya Reigel, City Clerk



**TO:** Park Board Members

**FROM:** Jeremiah Wendt, Director of Public Works

**DATE:** January 15, 2015

**RE:** Bike and Pedestrian Comprehensive Plan

Staff is recommending that we update the City's Bike and Pedestrian Comprehensive Plan, and would like to discuss strategies for accomplishing this with the Park Board.



## PARK LAND TRUST FUND #800

	Beginning Balance			Ending Balance
	<u>12/1/2014</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>12/31/2014</u>
Park Land Dedication Funds	9,345.84	1.91	-	9,347.75
Hatfield Campgrounds	15,652.94	-	(46.05)	15,606.89
**				
Freedom Park	(843.53)	15,000.00	(40.56)	14,115.91
Freedom Park - Irrigation/Well	352.69	-	-	352.69
**				
Park Shelters	8,572.08	-	-	8,572.08
Dog Park	2,456.74	31.50	(73.92)	2,414.32
Doar Restoration Funds	2,500.00	-	-	2,500.00
Rich River Trails/Greaton Park	10,000.00	-	-	10,000.00
Citizens Field - Scoreboard	(5,000.00)	10,000.00	-	5,000.00
Earley Property Development	1,094.45	-	-	1,094.45
Totals	44,131.21	25,033.41	(160.53)	69,004.09
				69,004.09

\*\* Additional Funds were approved at Meeting 10/21/13 if needed to complete project - approximately \$11,572.08 transferred \$10,000 in May 2014 available balance remaining is \$1,572.08  
transferred \$572.08 in June 2014 available balance remaining is \$1,000.00

## IMPACT FEES FUND #210

	Beginning Balance			Ending Balance
	<u>12/1/2014</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>12/31/2014</u>
Impact Fees - Parks	60,521.14	25.74	-	60,546.88
				60,546.88

<b>Total Park Funds</b>	<b>129,550.97</b>
<b>Restricted Park Funds</b>	<b>59,656.34</b>
<b>Net Available Funds*</b>	<b>69,894.63</b>

\* - The Park Department has an annual assessment of 2,772.57 due each February through 2018 for Utility improvements on Bluebill Ave. Total remaining commitment for 2015-2018 is \$11,090.28